

**MINUTES
VILLAGE OF LAKE PARK COUNCIL MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
REGULAR SESSION
7 PM**

SEPTEMBER 11, 2018

ATTENDING: Mayor David Cleveland
Council Members: John Barnes, Kristen Bowman, James Record and Fabian Szarko
Village Administrator: Cheri Clark
Finance Officer: Cheryl Bennett
Attorney: Ken Swain

CALL TO ORDER: Mayor David Cleveland called the September 11, 2018 Regular Session Council meeting to order.

INVOCATION: Fabian Szarko gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Cleveland led the Pledge of Allegiance.

PUBLIC COMMENT: Susan Eyring – 3906 Etheredge Street – requested the closing of Meeting Street between Creft and Creft for the HOA Fall Yard sale September 29th from 6:30 am to noon. Fabian Szarko made the motion to approve the road closure on September 29th. John Barnes seconded the motion. Vote – Unanimous.

Jeremy Russell – 5811 Creft Circle – shared that the Kristofer/Hoover stormwater channel reshaping project looks great.

Nancy Fear – 6840 Creft Circle – requested the following email be read at Council.
As we just discussed in our phone call, someone is going to get hurt at this intersection. I was just in my front yard at 6840 Creft Circle and witnessed 2 cars, headed west from Faith Church Road, run the stop sign without a second of hesitation. It is common to see cars stopping well into the intersection when they realize they just ran the stop sign, but more frequent is the total oblivion.
I want to thank Angie and Mayor Cleveland for having these two signs raised so they could be seen over the vehicles parked on Creft and I had hoped that would solve the problem. I also appreciate the thought of orange caution flags to call attention (really? have you seen them? if they are the size of a Post-It note it will be a surprise) but they are a joke.
With the addition of the "4-WAY" on the STOP signs, the residents entering the intersection from Balsam have every right to believe they have safe entry into the intersection, but they do not.

Hopefully, a resolution can be found quickly. If there is anything I can do to help, just let me know. Thank you.

Nancy Farrell, President
Lake Park Townhomes, Phase 3B

Mayor David Cleveland shared that traffic cones have been placed on both sides of Creft just before the intersection and additional flags have been placed on top of the stop signs to draw attention to the changes.

APPROVAL OF MINUTES: James Record made a motion to approve the August 14, 2018 Regular Session Council Minutes and the August 28, 2018 Work Session Minutes as presented. Kristen Bowman seconded the motion. Vote – Unanimous.

CHANGES TO THE AGENDA: Fabian Szarko made the motion to adopt the September 11, 2018 Council Meeting Agenda as presented. James Record seconded the motion. Vote – Unanimous.

SECURITY REPORT: Deputy Rucker shared that there were 67 calls for service in August and three alarm calls. Deputy Rucker requested that the Village do an article for the newsletter on our Parking Ordinance and on-street parking.

MONROE BY-PASS: Warren Cooksey, with NCDOT, discussed the Monroe Expressway Tolling process. The expressway should be opening in late fall 2018. The website www.ncquickpass.com provides tolling information, interchanges and vehicle classifications. There is a Customer Service Center opening in Monroe in October of 2018. Links to information concerning the expressway are posted on the Village website. The sticker is free and can also be used in Georgia and Florida. Use of the sticker results in a 35% toll savings and is tied to the license plate.

VOLP FIVE YEAR DEVELOPMENT PLAN: Mayor Cleveland shared that Pam Jack is out of town and that Council will be discussing the Five Year Plan in October. Curb Appeal and Communications will present their executive summaries in October.

COMMUNICATIONS: Kristen Bowman shared that Indian Trail and Union County take part in texting information to residents. Currently there is not an official Lake Park website. Mark and Wendy Richards manage the Village of Lake Park site and Lisa Pettigrew and Liz Washburn manage the Lake Park site. Kristen Bowman shared that she has been asked if the Village would like to take over the management of the Lake Park site.

STORMWATER: Cheri Clark shared that overall the Hoover Channel is being maintained; however she has reached out to the Town of Indian Trail concerning the retention pond at the back of the Union Grove subdivision and the lack of maintenance of the outlet structure which flows into the Hoover Channel.

PARKS AND RECREATION: Fabian Szarko shared that the Village has received a bid of \$10,518 from Henry Antonsanti to install and remove Christmas lights for the 2018 season.

The bid does not include the two lift rentals which is approximately \$1,500. Fabian Szarko made a motion to approve up to \$12,500 for setup and removal of the Christmas lights. Kristen Bowman seconded the motion. Vote – Unanimous. Fabian Szarko made a motion to approve up to a \$2,000 advance for supplies and lights. John Barnes seconded the motion. Vote – Unanimous.

James Record shared that with the upcoming hurricane, the front entrance waterfall should be up and running after the storm. The Russell Park fountain has been sent out to be repaired and should be back in operation within the next couple of weeks.

Kiker Tree Service has started to remove the dead trees within the Village. The two Bradford Pear trees at Alden and Conifer have been removed along with the dead tree at Bobbie Lane Pond. There are four Bradford Pear trees along Sages pond that still need to be removed.

Pool season has ended and all of the pools should be covered by the end of the month. The chairs and loungers that need re-strapping were picked up today and seven new chairs have been ordered.

Lucas Landscaping has staff on standby and available to clear trees from the streets if needed this weekend. James Record made a motion to approve up to \$1,500 for fall plantings funding included in the landscaping contract. Fabian Szarko seconded the motion. Vote – Unanimous. James Record made a motion to approve up to \$8,000 for mulch, funding included in the landscaping contract. Fabian Szarko seconded the motion. Vote – Unanimous. James Record shared that the clogged French drain at the Community Center has been repaired. P&R is working on updating the common area map.

When the last additional cameras were purchased, the Village should have purchased additional memory needed for retention. The additional memory will cost \$450 installed. Funding for the memory will come out of the Community Center Maintenance line item.

FINANCE OFFICER'S REPORT: Cheryl Bennett shared that the Village should receive our last quarterly revenues for the 2017 – 2018 fiscal year the 15th. Cheryl Bennett has been working on the audit and the Village should have a surplus for the 2017 – 2018 fiscal year not including Powell Bill.

General Fund	Aug 18	Jul - Aug 18	YTD Budget	% of Budget
Income				
Property Taxes				
Ad valorem current year	1,232.09	1,232.09	571,266.00	0.22%
Utility ad valorem	0.00	0.00	7,134.00	0.0%
Motor vehicle tax	6,888.20	6,888.20	83,545.00	8.25%
Ad valorem prior years	0.00	709.46	3,000.00	23.65%
Penalties and interest	81.24	121.57	2,500.00	4.86%

Total Property Taxes	8,201.53	8,951.32	667,445.00	1.34%
Other Taxes				
Stormwater Fees- current year	135.00	135.00	62,137.00	0.22%
Stormwater fees - prior years	0.00	0.00	250.00	0.0%
Total Other Taxes	135.00	135.00	62,387.00	0.22%
State Shared Revenues				
Alcoholic Beverage Tax	0.00	0.00	14,000.00	0.0%
Sales and use tax	0.00	0.00	200,000.00	0.0%
Telecom. Sales Tax	0.00	0.00	1,825.00	0.0%
Elec. Sales Tax	0.00	0.00	101,000.00	0.0%
Video Prog. Sales Tax	0.00	0.00	20,100.00	0.0%
Piped Gas Sales Tax	0.00	0.00	7,100.00	0.0%
Solid Waste Disposal Tax	518.33	518.33	3,750.00	13.82%
Total State Shared Revenues	518.33	518.33	347,775.00	0.15%
Parks & Recreation Revenue				
Program Fees	56.00	156.00	1,500.00	10.4%
Facility Rentals	225.00	450.00	2,500.00	18.0%
Daily swim fees	3,090.00	9,069.00	12,000.00	75.58%
Season pass pool fees	0.00	480.00	50,000.00	0.96%
Total Parks & Recreation Revenue	3,371.00	10,155.00	66,000.00	15.39%
Other revenues				
Zoning Permits	131.00	256.00	1,200.00	21.33%
Approp. Fund Bal. Stormwater	0.00	0.00	55,000.00	0.0%
Approp. Fund Balance	0.00	0.00	58,983.00	0.0%
Civil Penalties	0.00	20.00	500.00	4.0%
Investment revenue	740.88	1,455.08	3,600.00	40.42%
Miscellaneous	2.00	2.00	1,500.00	0.13%
Total Other revenues	873.88	1,733.08	120,783.00	1.44%
Total Income	13,099.74	21,492.73	1,264,390.00	1.7%
Gross Profit	13,099.74	21,492.73	1,264,390.00	1.7%
Expense				
General Government				
Other Expenditures				
Contingency	0.00	0.00	15,000.00	0.0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0.0%
Dues and Permits	0.00	750.00	750.00	100.0%
Prof. Fees - Engineering	0.00	823.45	18,000.00	4.58%
Repairs & Maint. Services	35,725.00	86,548.88	98,537.00	87.83%
Total Stormwater Expense	35,725.00	88,122.33	117,387.00	75.07%

Total Other Expenditures	35,725.0 0	88,122.33	132,387.0 0	66.56%
Planning and Zoning				
Zoning Admin. Services	1,089.08	2,178.16	13,069.00	16.67%
Code Enforcement Services	0.00	0.00	600.00	0.0%
Consulting Fees	0.00	0.00	4,000.00	0.0%
Legal Services	0.00	0.00	7,000.00	0.0%
Advertising	0.00	0.00	220.00	0.0%
Postage	0.00	0.00	80.00	0.0%
Supplies	0.00	0.00	300.00	0.0%
Training	0.00	0.00	800.00	0.0%
Total Planning and Zoning	1,089.08	2,178.16	26,069.00	8.36%
Gen. Govt. Personal Services				
Adm Assistant	2,527.00	2,527.00	13,300.00	19.0%
Clerk/Tax Collector	5,731.08	11,462.16	68,773.00	16.67%
Council	0.00	0.00	12,806.00	0.0%
Finance Officer	1,514.17	3,028.34	18,170.00	16.67%
Mayor	0.00	0.00	5,253.00	0.0%
Payroll Expenses	830.89	1,468.46	10,150.00	14.47%
	10,603.14		128,452.00	
Total Gen. Govt. Personal Services		18,485.96	0	14.39%
Professional Fees				
Auditing Services	0.00	0.00	4,820.00	0.0%
Legal Services	0.00	0.00	12,000.00	0.0%
Total Professional Fees	0.00	0.00	16,820.00	0.0%
Supplies and Materials				
Office	148.97	415.46	6,100.00	6.81%
Total Supplies and Materials	148.97	415.46	6,100.00	6.81%
Services				
Communications	28.00	513.00	3,000.00	17.1%
Advertising	0.00	0.00	300.00	0.0%
Membership and dues	0.00	5,082.00	5,200.00	97.73%
Bank charges	66.53	159.55	950.00	16.8%
Elections	0.00	0.00	0.00	0.0%
Insurance/bonds	0.00	9,879.15	9,900.00	99.79%
Miscellaneous oper. exp.	0.00	0.00	1,000.00	0.0%
Website/flyers	0.00	0.00	1,500.00	0.0%
Printing & Delivery Newsletter	212.68	322.68	2,350.00	13.73%
Postage	200.00	200.00	660.00	30.3%
Property Tax	0.00	188.40	400.00	47.1%
Strategic Planning	0.00	0.00	0.00	0.0%
Tax collection	191.16	191.16	2,000.00	9.56%
Telephone	514.07	1,028.14	5,760.00	17.85%
Training	0.00	0.00	600.00	0.0%

Travel	75.80	75.80	1,200.00	6.32%
Total Services	1,288.24	17,639.88	34,820.00	50.66%
Capital Outlay				
Furniture/Office	0.00	0.00	7,000.00	0.0%
Sidewalk repairs	0.00	0.00	25,000.00	0.0%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0.0%
Total Capital Outlay	0.00	0.00	42,000.00	0.0%
Total General Government	48,854.43	126,841.79	386,648.00	32.81%
Parks & Recreation				
Parks/Rec. Supplies & Materials				
Flags	0.00	0.00	1,000.00	0.0%
Janitorial /Cleaning Supplies	64.53	64.53	250.00	25.81%
Food/Provisions - events	1,355.82	1,355.82	3,500.00	38.74%
Pool Supplies	67.13	67.13	6,500.00	1.03%
Total Parks/Rec. Supplies & Materials	1,487.48	1,487.48	11,250.00	13.22%
Parks/Rec Services				
Pool management fee	12,795.00	12,795.00	52,430.00	24.4%
Pool Operations	120.00	510.00	7,100.00	7.18%
Comm. center maintenance	363.52	694.52	9,400.00	7.39%
Seasonal Decorations	0.00	0.00	18,000.00	0.0%
Events Services	905.00	2,485.50	3,000.00	82.85%
Water/Sewer	1,285.39	1,285.39	8,000.00	16.07%
Natural Gas	28.43	56.05	700.00	8.01%
Total Parks/Rec Services	15,497.34	17,826.46	98,630.00	18.07%
Maintenance of Common Areas				
Landscaping	10,833.33	21,666.66	150,550.00	14.39%
Park maintenance	1,198.39	1,448.39	43,425.00	3.34%
Pond maintenance	1,381.50	2,763.00	19,600.00	14.1%
Electric Maintenance	255.00	255.00	10,500.00	2.43%
Repairs of Common Areas	0.00	0.00	2,000.00	0.0%
Total Maintenance of Common Areas	13,668.22	26,133.05	226,075.00	11.56%
Parks/Rec Capital Outlay				
Two Welcome Signs	0.00	0.00	5,000.00	0.0%
Reserve for Tennis Court	0.00	0.00	10,000.00	0.0%
Connies Pond Walkway	0.00	0.00	5,000.00	0.0%
Reserve for Playground	0.00	0.00	5,000.00	0.0%
Pool Cover and Drain	0.00	0.00	11,000.00	0.0%
Mathisen Square Memorial	0.00	0.00	0.00	0.0%
Total Parks/Rec Capital Outlay	0.00	0.00	36,000.00	0.0%
Total Parks & Recreation	30,653.04	45,446.99	371,955.00	12.22%

Public Services/Safety				
Capital Outlay Radar Speed Sign	0.00	0.00	4,000.00	0.0%
			112,888.0	
Electric bills	9,364.78	18,872.90	0	16.72%
Street Signs	0.00	0.00	7,500.00	0.0%
	15,447.8		189,000.0	
Waste Collection	2	15,447.82	0	8.17%
			192,399.0	
Law enforcement	0.00	48,099.60	0	25.0%
	24,812.6		505,787.0	
Total Public Services/Safety	0	82,420.32	0	16.3%
Total	104,320.	254,709.1	1,264,390.	
Expense	07	0	00	20.15%
	-	-		
Net General fund	91,220.3	233,216.3		
Powell	3	7	0.00	100.0%
Bill				
PB				
Income			175,000.0	
			0	0.0%
Fund Bal. from Powell Bill	0.00	0.00		
Interest - Powell Funds	0.00	163.78	200.00	81.89%
Powell Bill Revenue	0.00	0.00	96,050.00	0.0%
			271,250.0	
Total Other Income	0.00	163.78	0	0.06%
PB Expense				
			271,250.0	
Street Exp. - Powell Bill	0.00	0.00	0	0.0%
			271,250.0	
Total Other Expense	0.00	0.00	0	0.0%
Net Powell				
Bill	0.00	163.78	0.00	100.0%
	-	-		
Net Excess of Rev, over Exp.	91,220.3	233,052.5		
	3	9	0.00	100.0%

TAX COLLECTION: Cheri Clark shared that the Union County and Village of Lake Park taxes were mailed on August 31st along with the GAP bills for motor vehicle. There was a tax overpayment of \$7.93. John Barnes made the motion to approve the \$7.93 refund to the homeowner. Kristen Bowman seconded the motion. Vote – Unanimous.

PUBLIC SERVICES (Street, Waste Collection & Lighting): Mayor David Cleveland shared that all of the scheduled street signs and regulatory signs have replaced by Allegra. The four way stop sign installation on Creft Circle (east) and Balsam has been completed. An RFQ has been sent to Cardinal Construction for the two aprons and sixteen sidewalk panels that need to be replaced. The Village received three quotes for the street paving. H&S Paving - \$150,350; B&N Grading - \$130,240; and Red Clay Industries - \$120,686. James Record made a motion to accept the Red Clay Industries bid. John Barnes seconded the motion. Vote – Unanimous. Attorney Ken Swain will review the contract.

John Barnes has received one quote to date to replace the metal fabricated roof at the top of the clock tower.

COMMUNICATION INFORMATION: Kristen Bowman shared the topics for the next newsletter: HOA CC&Rs, Yard Sale and Fall Festival, Garden Club meeting date, SAGES meeting dates, new stop signs, on-street parking, Chili Cook-off, Taxes and ask once more for any sidewalk repair locations. Homeowners are responsible for keeping sidewalks clear for pedestrian traffic; shrubs and trees should be trimmed and limbed up along the sidewalks.

COUNCIL COMMENTS: James Record thanked Warren Cooksey for the Monroe Expressway Presentation and Cheri Clark for all of her time verifying and identifying the common areas in the Village.

Fabian Szarko shared that he is praying for everyone's safety during Hurricane Florence.

John Barnes thanked Mayor David Cleveland and Cheri Clark for all of their work on the Kristofer Hoover Channel.

Mayor David Cleveland shared his concerns for everyone's safety during the hurricane and urged everyone to err on the side of caution.

ADJOURN: Fabian Szarko made the motion to adjourn. Kristen Bowman seconded the motion. Vote – Unanimous.

Respectfully submitted,


Mayor David Cleveland


Village Administrator, Cheri Clark

